

January 2, 2014

REQUEST FOR PROPOSALS

University of Guam Sea Grant Program

Program Title: Master's Thesis Supplemental Grants in Coastal Community Development

Duration: one year (12 months from date of award)

Synopsis of Program: University of Guam Sea Grant (UOGSG) is a partnership between the federal government's National Oceanic and Atmospheric Administration (NOAA) and the University of Guam. There are significant development pressures on Guam's coastal zone. The potential for major population increases in accordance with the proposed military buildup and consistent immigration from outer islands in the Western Pacific will continue to exacerbate resources unless research and policy decisions are maintained to reflect adequate conservation priorities. Projects funded under this RFP will address a fundamental component of the UOG Sea Grant mission, which is to enhance the practical use and conservation of coastal marine resources and translational research in order to create sustainable Micronesian economies, environments, and the perpetuation of cultures.

To this avail, the University of Guam Sea Grant Program will award Master's Thesis Supplemental Grants in selected areas of Coastal Community Development. These grants provide partial support (up to \$12,000) of graduate student research activities with relevance to sustainable coastal development, please see 'research priorities' for more detail. Allowed are costs for Master's Candidate stipends, participation in scientific meetings, to conduct research in specialized facilities or field settings, and to support or expand an existing body of Thesis research. UOG Sea Grant will administer all award funds. In addition, Awardees must participate in UOG SG led outreach education training offered every January.

Estimated Number of Awards: 1 to 4

Cognizant Program Officer(s):

Please note that the following information is current at the time of publishing. See program website for any updates to the points of contact.

- UOGSG Research Director, Dr. Jason S. Biggs, telephone (671) 735-2190, email: biggs.js@gmail.com

Eligibility: All UOG graduate students who have:

1. Completed their thesis program coursework; and
2. A student must have advanced to candidacy for a Master's degree before the submission deadline to be eligible to submit a proposal. A statement that the student has advanced to candidacy, signed and dated by the department

chairperson, graduate dean, or similar administrative official is required. The student must be enrolled at a UOG, but need not be a U.S. citizen.

Proposals: All grant proposals will be evaluated for relevance and scientific rigor. Proposals shall be ranked according to the evaluation criteria (see pg. 3). Proposals must be no more than five pages (single space, 1 inch margins, 12 point Times New Roman font). All proposals must include a concise objective statement, background and rationale, methods, and a detailed outreach and engagement plan (see pg. 4 for more detail). Proposals should identify any partnering organizations and funding sources whereby costs of fieldwork and/or other associated project expenses are supported.

Application Package: Proposal, student resume, a supporting letter from their Thesis Chair, and letters of support from any partnering entities involved in or supporting the proposed project are required. The proposal and all application materials must be submitted in hard copy and as PDF on CD/DVD. Emailed submissions will not be accepted for review.

Full Proposal Deadline: Complete application packages must be submitted and stamped "Accepted" by the office of Dr. Lee Yudin, Director, Sea Grant Program (located in Room 206 in the College of Agriculture and Life Science Building, UOG Campus) by **4 p.m., January 30, 2014.**

Merit Review Committee: UOG Sea Grant Director (Chair), two UOG faculty members; and one Ad hoc external committee member. Establishes that proposal packet meets requirements and facilitates distribution to reviewers.

Award Administration Information: Fellow selections are anticipated by **Feb 28 2014**. UOG Sea Grant will issue stipends directly to the awardee. All other procurement, travel, and award expenditures will be administered by the UOG Sea Grant office.

Reporting Requirements: At the completion of the project term, Fellow(s) will submit final report(s) to the Director of University of Guam Sea Grant. Fellow(s) are also obligated to work with UOGSG Communicators to generate a related article for publication in UOGSG, or other media and/or scientific journals where appropriate.

Background Information and Priorities

Environmental stewardship, long-term economic development and responsible use of America's coastal and marine resources are at the heart of UOG Sea Grant's mission. The results of these UOGSG-sponsored research projects will be shared with the public through Sea Grant's integrated outreach program, which brings the collective expertise of on-the-ground extension agents, educators, and communications specialists together with the public. The goal is to ensure that vital research results are shared with those who need it most and in ways that are timely, relevant, and meaningful.

Research priorities contained in this RFP were developed through a stakeholder approach guided by a Research Advisory Board comprised of scientists with significant knowledge of the region as well as government and non-government institutions in the Micronesian region. Each priority is listed according to rank, with subthemes and examples of applicable research problems. Particular preference will be given to research conducted in the Pago watershed and other non-MPA associated watersheds. Further examples of research linkages may be taken from jurisdictional management planning documents, such as your respective Local Action Strategies under the US Coral Reef Task Force Initiative, conservation action plan, or other related documents.

Research Topics in order of Priority:

Priority 1 Climate Change

- Ocean acidification impacts on model species, communities, and ecosystems
- Modeling impacts at local scales for sea level rise and sea surface temperature
- Connectivity within and among MPA networks
- Management and risk assessment of nuisance and invasive species
- Harmful algal blooms
- Oceanographic data gathering and analyses

Priority 2 Land Based Sources of Pollution

- Impacts of Pollution on reef assemblages
- Reef Restoration (research techniques)
- Establishment of monitoring methods
- Testing organisms for pollution
- Improving GIS data availability
- Aquifer sustainability
- Assessment of key ecological processes

Priority 3 Fisheries

- Local mapping of resources (species and communities)
- Stock assessment of key species
- Anthropogenic links (impacts on habitat)
- Regional connectivity (genetics, larval dispersal oceanography)
- Catch-based data
- Social Economic assessment of fisheries
- Cascading impacts from “unsustainable” resource use
- Assessment of Traditional Technology (results to guide fisheries regulations and policies)
- Comparing catch rate methods
- Marketing Traditionally Caught Fish

Priority 4 Watersheds

- Local mapping of resources (species and communities)
- Watershed monitoring-effects of restoration/degradation
- Improved modeling

- Community-based and/or grassroots watershed management projects
- Island and community sustainability leading to improved watershed health.

Evaluation Criteria:

1. Relevance (30 points): Importance, relevance, and applicability of proposed project to the program goal and priorities. Do chosen Priority Area and/or subtheme(s) demonstrate a clear connection to conducting ecosystem research projects that directly build capacity for improved management of local coral reefs? Is the research place based and does it focus on a specific priority area?
2. Outreach Engagement Plan (20 points): **Each project is required to include an outreach engagement plan.** Does the plan address education and outreach needs of the community? Is the student directly involved in developing materials? Do the materials and outreach approach translate student research into consumable language and tools that are high impact?
3. Technical/Scientific merit (15 points): Is the approach technically sound or innovative? Are the methods appropriate? Are there clear project goals and measurable objectives? Is the project description adequately complete and detailed? What is the overall technical feasibility of the project? What is the likelihood of meeting workplan milestones and achieving anticipated results in during the project timeframe? Are there appropriate mechanisms to evaluate the project's success in meeting the anticipated outcomes?
4. Overall qualifications of investigators: (10 points): Does the applicant possess the necessary education, experience, training, facilities, and administrative resources to accomplish the project? Do key personnel and their partners have the qualifications and abilities within the necessary areas of expertise?
5. Project costs (10 points): Is the budget realistic and commensurate with the project needs and timeframe? Are the proposed budgeted and/or leveraged resources adequate to accomplish the project? What is the likelihood the project will result in appropriate outcomes for the proposed cost? If funds are requested for partial support for a project, how does the overall project budget allow an informed determination of the project's readiness and how the piece requested fits into the whole? How well justified are all costs associated with the project?
6. Communication of results (10 points): How effectively will results be communicated to the scientific and resource management communities? How will results be shared with the public? What is the likelihood that the project will increase awareness of UOGSG? Will resource managers receive training or other information transference on the technology or results?
7. Resource Manager Partnering (5 points): Is there cost sharing or collaboration with appropriate agencies? How involved are the agencies? How meaningful is the involvement of resource managers, demonstrated through an articulation of activities in letters of support?

Proposal Content

(Required – no additional appendices will be accepted.)

1. One page Cover Letter including brief description of project addressed to **Dr. Lee Yudin**, Director, University of Guam Sea Grant, UOG Station, Mangilao, Guam 96923.
8. Title Page
 - Begin the Project Title on the Cover Page with "THESIS RESEARCH:" followed by a brief title of the thesis research project.
 - List the student as the PI, and the primary thesis advisor and other advisors (if applicable) as co-PI(s).
2. Table of Contents with page numbers
3. Project Description -- No longer than 5 pages, no additional appendices, standard size margins and font. The following should be included as part of the 10 pages:
 - a. Problem Statement, Research question, approach, and methodology.
 - b. Measurable goals and objectives / Evaluation of success (What performance measures will be used to evaluate how well the project, if funded, met its stated goals and objectives?).
 - c. Resource manager capacity building and partnering activities.
 - d. Data management and dissemination of results
 - e. Anticipated outcomes and relevance to coral reef resource management in perspective district.
 - f. Project Administration.
 - g. Proposed workplan (Jan 2014-Dec 2014).
 - h. Current and pending support.
 - i. Specifically list how proposed activities would “impact” the reef and watershed ecosystems (e.g., installing 4 permanent pins, transplanting 300 urchins).
 - j. Facilities, equipment, and other resources.
4. Itemized Budget (use Sea Grant Budget Form 90-4, found on the UOGSG website) and budget narrative, to include:
 - a. Stipend
 - b. Travel
 - c. Equipment
 - d. Supplies and Materials
 - e. Contracted Services
 - f. Printing and Publications
 - g. Utilities and Communication
 - h. Facilities/Rentals
 - i. Other
 - j. Total Direct Charges
 - k. Federally Approved Indirect Cost (if applicable)
 - l. Proposal Total

- 6 Curriculum Vitae for Proposed Team, including Graduate Assistants or equivalent, if known (max. 2 pages per individual)
- 7 References cited
- 8 Permits listing from appropriate agencies to conduct research should it be selected and funded (e.g., Scientific Collecting).
- 9 Approval from institution's Dive Safety Officer (if applicable)
- 10 NON-COLLUSION AFFIDAVIT (attached). Each firm submitting proposals for any portion of the work covered by the proposing documents shall execute an affidavit, in the form provided with the Proposal, to the effect that they have not colluded with any other person, firm or corporation in regard to any proposal submitted. Such affidavit shall be attached to the proposal. (See Attachment of Non-Collusion Affidavit Form)
- 11 DISCLOSURE OF MAJOR SHAREHOLDERS (attached). As a condition of proposer, any partnership, sole proprietorship or corporation doing business with the University of Guam shall submit an affidavit executed under oath that list the name and address of any person who holds more than ten percent (10%) of the outstanding interest or shares in said partnership, sole proprietorship or corporation at any time during the twelve (12) month period immediately preceding submission of a proposal. The affidavit shall contain the number of shares or the percentage of all assets of such person during the twelve (12) month period. In addition, the affidavit shall contain the name and address of any person who has received or is entitled to receive a commission, gratuity or other compensation for procuring or assisting in obtaining business related to the proposal for the proposer and shall also contain the amounts of any such commission, gratuity or other compensation. The affidavit shall be open and available to public inspection and copying. (See Attachment of Disclosure of Major Shareholders Form)

Formatting and Submission Instruction

Proposals shall be written in standard font size of 12 point with margins measuring 1 inch around. Line spacing shall be set to single line paragraph form. Spacing between paragraphs is permitted. Proposals are due by 4:00 p.m. CST, October 30, 2013. Each submission must contain one original plus two copies and mailed in a sealed envelope to:

Dr. Lee Yudin
Director
University of Guam Sea Grant Program
ATTN: UOGSG Program Manager
University of Guam
UOG Station
Mangilao, Guam 96923.

All awards will be made pending the availability of funds.

ATTACHMENT: MAJOR SHAREHOLDER DISCLOSURE AFFIDAVIT FORM

GUAM)
) ss.
Hagatna, Guam)

I, the undersigned, _____
(a Partner or Officer of the Firm of, etc.)

being first duly sworn deposes and says:

1. That the persons who have held more than ten percent (10%) of the company's shares during the past twelve month are as follows:

<u>NAME</u>	<u>ADDRESS</u>	<u>Percentage of Shares held</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL NUMBER OF SHARES _____

2. Persons who have received or are entitled to receive a commission, gratuity or other compensation for procuring or assisting in obtaining business related to the bid for which this Affidavit is submitted are as follows:

<u>NAME</u>	<u>ADDRESS</u>	<u>Amount of Commission or other Compensation</u>
_____	_____	_____

Further, affiant sayeth naught.

Date: _____

Signature of individual if bidder is a sole
Proprietorship; Partner, if the bidder is a
Partnership; Officer, if the bidder is a
Corporation.

Subscribed and sworn to before me

This _____ day of _____.

Notary Public

My commission expires _____

ATTACHMENT: FORM OF NON-COLLUSION AFFIDAVIT FORM

(Prime Bidders)

GUAM)
) ss
HAGATNA, GUAM)

_____, being first duly sworn deposes and says:

That he is _____
(A Partner or Officer of the Firm, etc.)

the party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the University of Guam or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

/s/_____

Signature of _____
Print name of Bidder, if bidder is an individual
Partner, if bidder is a partnership
Officer, if bidder is a corporation

Subscribed and Sworn to this _____ day of _____, 20 _____,

(Notary Public)

My Commission expires on _____, 20_____.